

MENTAL HEALTH AND DISABILITY SERVICES REGION

DES MOINES, HENRY, JEFFERSON, KEOKUK, LEE, LOUISA, VAN BUREN & WASHINGTON COUNTIES

DATE	CONVENING TIME	LOCATION
		Henry Co. Emergency Management
September 9, 2020	1:30pm	900 West Washington St.
		Mount Pleasant, IA 52641
		ZOOM

Southeast Iowa Link Governing Board Meeting Approved Minutes

Present: Rick Larkin, Jack Seward Jr., Marc Lindeen, Tom Broeker, Dee Sandquist, Michael Berg, Chris Ball, Mark Meek, Chris Betsworth, Mark Schneider, Ryanne Wood, Ken Hyndman, Sarah Berndt, Sandy Stever, Tami Gilliland, Bobbie Wulf

1. Approve Agenda

The meeting was called to order at 1:32 pm.

There was a request to discuss the Cares Act funds after the update from advisory committee members.

Motion to approve the agenda with the requested change in agenda order

By Mark Meek Second Marc Lindeen Motion passes

2. Consider Approval of August 12, 2020 minutes

The minutes were reviewed via overhead projector.

Motion to approve the August 12, 2020 minutes

By Jack Seward Jr. Second Mark Meek Motion passes

3. Update from Adult and Children Advisory Committee Members

Children Advisory met today and discussed the SEIL application for Cares Act funds, ways to get the word out about available funds and sharing ideas of ways the funds could be used. There was discussion about the children's behavioral health asset mapping. There was an update on the work of the governing board and annual reporting.

Adult Advisory discussed the Cares Act dollars and recommends asking the governing board to consider allowing a second priority application of up to \$20,000 for any remaining funds after the first applications are approved. If there are any funds after that the Region would need to decide how to distribute those funds. The Adult Advisory endorses the idea for grants and crisis services technology support.

4. Consider Approval of Claims as per Running Totals Document- August

The document was reviewed via overhead projector. All auditors reports were received from member counties. Jefferson County indicated they didn't have the tax apportionment completed yet; this is why that is highlighted under the revenues. Jefferson County did submit their current ledger.





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All July reports have now been submitted from member counties. The reports matched to the ending cash balances for fiscal year twenty with the beginning cash balances for fiscal year twenty-one and Bobbie Wulf worked with the member counties to make sure these balances were correct.

There haven't been any distribution payments to the fiscal agent from the member counties. Van Buren County made a payment to the fiscal agent for their administration costs that are to be paid to Jefferson County. This payment created a negative ending cash balance for Van Buren County until revenues come in. Tax revenues are now starting to come in.

Motion to approve the running totals document for August

By Michael Berg Second Tom Broeker Motion passes

5. Consider Approval of Claims for Fiscal Agent Account as per Claims 9-9-2020

The document was reviewed via overhead projector. Mandated claims totaled \$24,824.93, expenditure claims totaled \$438,641.13 for a total of claims to be paid of \$463,466.06.

Motion to approve claims for fiscal agent account as per claims 9-9-2020

By Tom Broeker Second Mark Meek Motion passes

6. Consider Approval of Claims payment with Mandated claims cycle:

a. First Resources CSRS for \$51,029.10 (Fiscal Year transition invoicing error)

A request is being made to pay Tenco Crisis stabilization residential services with the October mandated claims. Tenco and First Resources merged which created a glitch in invoicing. They provided services in accordance with the contract, but invoice the was not submitted in time to be included in the September expenditure claims cycle.

Motion to approve payment of First Resources CSRS claim with October mandated claims By Jack Seward Jr. Second Marc Lindeen Motion passes

7. Receive and File Fiscal Agent Report- August

The document was reviewed via overhead projector. Revenues include \$24,631.01 which was a client care reimbursement from Optimae for charges from last fiscal year and \$365.36 from Hope Haven for client care charges. The Cares Act funds from the state in the amount of \$1,541,716.24 are reflected in revenue and the Van Buren County payment for administrative costs in the amount of \$46,106.92 is reflected in revenues. No interest has been posted for July or August. Expenditures totaled \$294,658.84 with was the amount approved by the governing board in July.

Motion to receive and file the fiscal agent report for August

By Tom Broeker Second Dee Sandquist Motion passes



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8. Receive and File SEIL Financial Summary FY20

The financial summary FY 20 was reviewed via overhead projector. There was a need for additional reports to make sure balances matched and all information was reconciled. This is the final report for fiscal year 2020.

Motion to receive and file SEIL financial Summary FY20 By Mark Meek Second Tom Broeker

Motion passes

9. Receive and File FY19 SEIL Audit by Anderson, Larkin & Co.

The audit documents were reviewed via overhead projector.

Motion to receive and file the FY 19 SEIL Audit by Anderson, Larkin & Co.

By Marc Lindeen Second Tom Broeker Motion passes

10. Discuss and Consider Approval of SIMHC Access Center Services MOU

The Southern Iowa Mental Health Center (SIMHC) Access Center Services Memorandum of Understanding (MOU) was reviewed via overhead projector. SIMHC has developed all services required to be an access center. All mental health and disability services regions must meet the requirement for an access center by July 1st, 2021. The MOU is between SIEL, South Central Behavioral Health and CROSS Regions to agree on operation and cost for the access center services provided. This is not an official designation of an access center by the regions. This is a six-month MOU, with the option to continue for another six-months, to give the access center and regions time to work out logistic issues and demonstrate collaboration between the three regions.

Motion to approve the SIMHC Access Center Services MOU

By Jack Seward Jr. Second Tom Broeker Motion passes

11. Discuss posting of SEIL application for Cares Act funds

The documents were reviewed via overhead projector. There is a cover letter, application, guidelines for proposal, supplementary information of frequently asked questions from the federal government and the original letter issuing funds to the region from the Department of Human Services. This relates to the Cares Act funds that have been previously discussed. A grant for up to \$20,000.00 may be requested, this is primarily for SEIL mental health contracted providers and public and private schools in the SEIL Region. Other entities are eligible to apply. SEIL wants to use all the funds available for citizens of the SEIL Region and not have to return funds to the state.

There is a project to purchase technology for crisis services providers to improve connectivity among the providers, increase access to providers and provide for continuity of care which lessens the potential of a traumatic experience and includes using HIPAA compliant software. The management team will be learning more about what the monetary value is for the project which is in addition to the grant requests related to the Cares Act funds.



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The Adult Advisory wants to allow for an expansion of grant funds to a second application up to \$20,000.00 if funds are available after the initial grant requests have been approved and awarded.

The governing board is being asked to approve the notice letter, grant application and grant guidelines, along with helping to get the word out about the available grant funds. Mark Schneider will notify the other school district superintendents of this grant opportunity.

Funds have to be expended by December 31st, 2020. SEIL asks that grants and costs to be paid are to be submitted by November 30th to allow for claims payment and to issue a refund to the state if all funds are not expended by December 31st.

Motion to approve the letter dated September 9th, 2020 to community partners along with the request for proposal guidelines documents and application for Cares Act funding for posting and distribution By Jack Seward Jr. Second Mark Schneider Motion passes

12. New Business

The November governing board meeting is currently scheduled to be held on Veterans Day which is a county holiday. The change in meeting day needs to allow for claims to be approved for payment. The meeting date was moved from Wednesday, November 11th to Thursday, November 12th. Governing Board meetings will continue to be held at the Henry County Emergency Management building and via Zoom for the rest of the calendar year. The change in meeting dates due to November 11th being a county holiday was not discussed at Change Agent or the advisory committee meetings.

13. Adjourn

Motion to adjourn By Michael Berg

Second Tom Broeker

Motion passes

Minutes submitted by Marc Lindeen, Secretary, September 22, 2020. MLsb